

# Arlington Historic District Commissions

July 26, 2018  
Whittemore Robbins House

## Final & Approved Minutes

**Commissioners Present:** M. Audin, C. Barry, M. Bush (arrived at 8:11pm) B. Cohen, C. Hamilton, S. Lipp, S. Makowka, C. Tee, J. Worden

**Commissioners Not Present:** N. Aikenhead, D. Baldwin

**Guests:** K. Intelisano, J. Marcucu, D. Green, G. Axelrod, M. Campbell, C. Campbell

1. AHDC Meeting Opens	8:00pm
2. Appointment of alternate Commissioners – All district specific commissioners present appointed and S. Makowka will not vote. C. Barry stepped down to allow M. Bush to sit on the Mt. Gilboa/Crescent Hill Commission.	
3. Approval of draft minutes from June 28, 2018, C. Barry moved approval with J. Worden's changes, seconded by S. Lipp, unanimous approval	
4. Communications	
a. Email from J. Raitt notifying AHDC that the May 24, 2018 AHDC minutes should correctly reflect “the name of group looking at “demolition delay” per Town Meeting is the Residential Study Group which is a subcommittee of the Master Plan Implementation Committee, not the Residential Redesign Committee.” – S. Makowka instructed C. Greeley to correct administratively the minutes	
b. Email from 18 Russell Terrace (Finlayson) advising that they will not require a formal hearing and are modifying application for repair of windows. Discussion about application from a condo unit owner and not the condo association.	
c. Email from S. Morales re: weatherization at 17 Jason Street (not happening at this time)	
d. Email from A. Lee with application for CONA for installation of above ground pool not subject to public view at 37 Jason Street	
e. Email re: 105 Crescent Hill Ave. for window to door change	
f. Email with CONA Application for 49 Academy Street (Baldwin) for vent cover on back side of house	
g. Email re: window changes at 725 Mass. Ave. (High Rock Church)	
h. S. Makowka met with Director of Planning and architects on Central School interior renovation. Some of it is spilling outside – things eligible for CONAs – chimneys needing repointing, etc. but they will also be doing refurbishment of	

front steps – long term plan on exterior will come later but for now it is just a repair. Because of programming and this is a public entrance the entrance must be accessible and one alternative is to put a ramp but they are asking for a variance asking to not have to meet code and requested a letter of support from AHDC and MHC to avoid putting a ramp or lift. S. Makowka asked for support for him to send letter. J. Worden said to maintain the integrity of the building's main front façade he proposed S. Makowka send a letter. Seconded by C. Barry. Unanimous approval to send letter. There will be an application for an external vent.

- i. J. Worden received letter of thanks from Historical Society and advised him that they no longer want to focus on things outside the walls of the Jason Russell House.

## 5. Other Business

- a. Central Street and Avon Place Historic District vacant commissioner seat
- b. Discussion on Guidelines – C Greeley to talk with D. Baldwin, C. Barry and S. Makowka to get latest updates on suggested revisions to make changes happen
- c. Report from Streetscape sub-committee. M. Audin gave report of what they gave the town. Next meeting is 9/19 at Town Hall. M. Bush moved approval to have M. Audin and his committee to keep moving forward. Seconded by B. Cohen. Unanimous approval.
- d. Commissioner to review August submissions is **C. Tee**

## 6. New Business

- a. **Formal Hearing re: 18-20 Russell Terrace (Finlayson) for window changes** – hearing cancelled per applicant and application withdrawn for COA
- b. **Informal Hearing re: 50 Westmoreland Ave. (Campbell) for door changes.** C. Campbell said they replaced the front door a few months ago and now want to remove the door and window on the right side, behind the chimney and replace them with french doors. This is not in the direct sun – the current conditions are a wood door and vinyl window. The house built in 1958. All windows are currently vinyl installed prior to the district creation. M. Audin asked if the muntins are on the outside or are stuck between the glass. Applicant clarified that they are simulated divided glass with external muntins and there are spacer bars in there. The doors are fiberglass on the exterior and wood on the interior. J. Worden expressed concern over not all wood but B. Cohen said this is a non-contributing 1958 structure already with vinyl windows. The siding is vinyl. B. Cohen said this might be an improvement over what is there now. J. Worden suggested that any certificate clarify the specific circumstances of this structure and indicate that it is not a precedent for installing non-wood on any other house in the District. B. Cohen proposed that the proposed alterations will have such an insubstantial effect on the District, because it is a non-contributing structure that has already has replacement vinyl windows, that a formal hearing can be forgone subject to a 10-day notice period. Seconded by M. Bush for discussion. S. Makowka noted for the record that, as a general rule, just because something has been altered it doesn't mean that we should allow additional inappropriate alterations. He noted as well that this change is located is behind a chimney on the side façade and is barely visible which diminishes its potential impact. Motion approved by unanimous vote. B. Cohen moved approval of application to replace existing door and window with new French door as described in the application noting the unique circumstances that are

applicable to this structure but not the District in general. Seconded by M. Audin. Unanimous approval. 10 Day notice letter to be sent out by C. Greeley.

- c. **Informal Hearing re: 105 Crescent Hill Ave. (Kenney) for window to door change.** Applicant not present. Commission noted that the provided information about the location and scope of proposed work appear to be inconsistent. B. Cohen moved that the Commission deny the application for a Certificate of Appropriateness, without prejudice, due to lack of sufficient documentation. Seconded by M. Bush. Unanimous approval to deny. Commission asked C. Greeley to request a corrected CONA application with documentation showing the scope and location of the proposed work.
- d. **Informal Hearing re: 72 Westminster Ave. (Dutton) for roof changes on prior additions.** Applicant not present.
- e. **Informal Hearing re: 731 Mass. Ave. (High Rock Church). Proposal to replace windows on the Ministry Center at 731 Mass. Ave.** Commission noted that this is a very prominent building on corner of Mass. Ave. and Central Street. Current conditions are a mix of original wood windows and replacement (vinyl and aluminum) windows. Discussion about prioritizing restoration of existing wood windows and preference that other windows be replaced with wood unless Applicant wishes to replace with like matching materials and design. Applicant will explore options.

**7. OPEN FORUM**

*Ordinarily, any matter presented to the Commission under Open Forum will neither be acted upon nor a formal decision made, absent a previously noticed agenda item, but the Commission may make a decision if it deems it appropriate and necessary for the public good.*

**8. REVIEW OF PROJECTS**

**9. EXECUTIVE SESSION – To discuss ongoing litigation:** No executive session held

**10. MEETING ADJOURNS 9:30pm**